



# Stephens City Newsletter

VOLUME 27, ISSUE 2

MARCH AND APRIL 2008

## SPECIAL POINTS OF INTEREST:

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*Stephens City Newsletter* is published by the Town Government of Stephens City for its citizens, to inform, to apprise, and to clarify the issues and undertakings before the Town Government. Citizen feedback is encouraged. Contact the Town Office at 1033 Locust Street weekdays between the hours of 8:30a.m. and 5:00 p.m. or by mail: P.O. Box 250, Stephens City, VA 22655

**Phone:** 869-3087 **Fax:** 869-6166 **Police:** 868-1012 **Website:** [www.stephenscity.vi.virginia.gov](http://www.stephenscity.vi.virginia.gov)

## Project Stephens City

The Town of Stephens City is proud to announce the release of the first ever Project Stephens City Main Street Banner Program. This program is offering local merchants and organizations the opportunity to promote their support of Stephens City by sponsoring one or more banners along the Main Street Corridor.

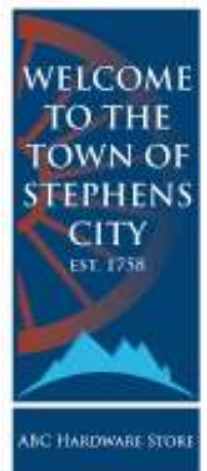
The first set of banners will be installed along Main Street, but other streets may be included in the future. Sponsorships are limited to 60 poles at a cost of \$300.00 per pole, which includes sponsor recognition on a 14"x 28" tag attached at the bottom of each banner. Merchants located along Main Street will have

their banners installed in proximity to their business or organization.

In addition to beautifying our Main Street, the banner display designates the Town of Stephens City as a destination for services, great businesses, great organizations and a place to locate future businesses and organizations. Furthermore Main Street Banner program will also promote community pride. Sponsorship recognition on each banner is an excellent way to promote your business or organization or simply to support the beautification of the Main Street throughout the Town of Stephens City.

The banners will be installed prior to the Newtown Heritage Festival at the end of May. This year's program will be managed by Brian Henshaw, Town Planner, who is heading up Project Stephens City. Please forward any questions to 540-869-3087 or [bhenshaw@stephenscityva.us](mailto:bhenshaw@stephenscityva.us).

Thank you for your participation in this Main Street Beautification Banner Program. These types of programs help maintain and beautify our Main Street and it will simply keep getting better!



## Water and Sewer Billing

Water and sewer bills for the bi-monthly billing ending **February 29, 2008** will be due and payable on

**April 3, 2008.**

After **April 3, 2008** a **10% penalty** will be added. On **April 10, 2008** service may

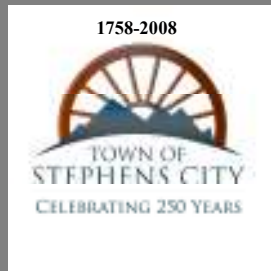
be discontinued for delinquency. A reconnect fee of **\$25** plus the full amount of the bill must be paid before service can be restored.

Just a reminder that for your convenience a night drop is available at the Town Office for dropping off check or money order payments.

**Please do not put cash in the drop box.**

**It's HERE!**

**Payments can now be made online at the Town's website. Only Water/Sewer, Personal & Real Estate Bills can be paid using a Visa or MasterCard!**



This Year's Town Decal

*"If you have not  
already gotten  
your Town Decal,  
be sure to get it as  
soon as possible!"*

## SNOW REMOVAL

Property owners or occupants must clear the sidewalks of snow in front of their property. This must be done within 6 hours after the snow has ceased to fall or no later than noon the next day of the snowfall stops overnight

## Town Decals are Now Past Due

Decals are still on sale for \$30.00 after the February 15th, 2008 deadline. Any vehicle garaged/ parked within the Town limits of Stephens City is required to display a Town Decal. As of now the decal on your vehicle should look like the decal to the left.

**Personal Property Tax must**

**be paid before decals will be issued.**

**As of now, if you are caught without a valid Town Decal on your vehicle, Town Police will issue you a warning to comply. If you fail to comply with this warn-**

**ing, you will be issued a ticket!**

*Police Chief,*

*Charles F. Boecky, Jr.*

If you have received a decal from Frederick County, please return it or you will be billed for two!

## Frederick County School Census:

Frederick County Public Schools is conducting a census of all children in Frederick County between the ages of 1-19 this year. School age population is the basis for the Town's sales tax distribution. It is essential that all children K-12 be counted who reside within the Town. This also applies to those who attend a private school or who are home schooled. Contact the Town office if you do not receive a Census form in March!

## Town Clerk Notes:



### AN ELECTION YEAR

Elections for Town Council will be held on Tuesday, May 6, 2008 with polls open from 6:00 a.m. to 7:00 p.m. at the Town Office located at 1033 Locust Street, Stephens City. In order to cast a ballot, you must be registered with the Office of Voter Registration and Election Administration located at 107 N. Kent Street, Winchester, Virginia. The deadline to register to vote is Monday, April 7, 2008 by 5:00 p.m. Deadlines to vote by absentee ballot are Tuesday, April 28, 2008 by mail, and Saturday, May 3, 2008 in person. If you have any questions regarding voting requirements, please contact the Voter Registrar's Office at (540)665-5660 or via e-mail at [fevotes@co.frederick.va.us](mailto:fevotes@co.frederick.va.us). If you are interested in running for a Town Council seat, you must file by Tuesday, March 4, 2008 with the Voter Registrar.

This year three members of Council are up for re-election and if elected, each will serve a four year term. Those members are Joy B. Shull, Ronald L. Bowers and Joseph W. Hollis. All are long time residents of Stephens City and are dedicated to serving Stephens City and all of its residents. Please feel free to contact any of the candidates with your questions or concerns and remember that the Mayor and all members of Council always welcome input and suggestions from the citizens of the town.

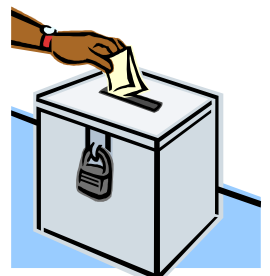
## Business Licenses

Business licenses went on sale January 2, 2008 through March 1, 2008. The cost of the business license is based on gross receipts. After March 1, 2008 a 10% penalty will be assessed to your Business application. If you have not already gotten your

**Business License please be sure to take care of this as soon as possible!** If you have any questions concerning this matter, please call our office at 869-3087.

You, as residents of the Town of Stephens City, are encouraged to come out and vote for those who represent you and your interests in local government.

Dianne MacMillan  
Town Clerk



# From the Town Manager's Desk...

The Stephens City Capital Improvement Plan is again under review for the next fiscal year. The Town established a CIP in 1986 and has been very progressive and active in following the plan for equipment and public works projects.

The following list is from the Town Manager's Report to Council for January 2008 and provides a quick look at projects that were either completed or got off the ground in 2007 as well as projects that are up-coming in 2008.

## Town Manager's Report

### Accomplished in 2007

1. Curbside recycling began in January.
2. The Town's corporate boundary expanded when 200 acres of the Phase II annexation area was approved in April.
3. The long delayed Massie Street sewer line extension project began and was completed. As part of that project an old 2 inch water line that served Massie Street was replaced. The Red Wood Motel was able to connect to the sewer line in September after the Health

Department cited the motel with violations.

4. The West Fairfax St. water line was tied from Crooked Lane to the Squirrel Lane water line thus allowing a second feed of water from the James Diehl Water Plant.
5. The GIS mapping of the Town's water/sewer and storm sewer systems was completed by Anderson and Associates.
6. The Town's new website has now been activated.
7. The Town has actively participated in regional transportation issues and planning.
8. Close out of the old town lagoon was approved by DEQ.

### Up-coming in 2008

1. Water model of the town's current water system to project future needs and infrastructure.
2. T-21 projects for Mulberry Street and old school renovation.
3. Crooked Lane and Rowe Lane water/sewer project.

4. Completion of the concession building at Newtown Commons
5. Study for the expansion of the Town Office

The Town is beginning the budget process and capital improvements plan updates once again.



**"...The Town  
established a**

**CIP in 1986**

**and been very  
progressive  
and active in  
following the  
plan..."**

## The Planner's Corner

The Town of Stephens City is going to take the "The Green Government Challenge".

What does this mean? We are not sure yet, but it is an endeavor worth looking into. The Virginia Municipal League has started this initiative of GoGreenVA.

This is a challenge to all localities throughout Virginia to become more environmentally conscience in all of their governmental functions. By obtaining points throughout the year for different initiatives the Town could be declared a "Green Community".

The Town of Stephens City has actually made several strides with regard to environmental issues, such as Groundwater Pollution Protection Ordinance and more recently with regard to Karst Terrain and the Town's new Karst Terrain Ordinance. Another program that was instituted this past year was the Town's recycling program.

Throughout the year the Town will be making strides to try to become more environmentally efficient and friendly.

As the Town begins this challenge as a jurisdiction, we

would also challenge you to find different ways to become more energy efficient, conserve more water, and even look into carpooling or walking to work.

Go Green Stephens City!




Till the next newsletter, this is the Planner's Corner.

Brian Henshaw  
Town Planner

# Town Calendar of Events

## MARCH

- March 4 **Town Council Meeting at 7:30pm**
- March 6 Dr. Peter B. Stickley Foundation at 7:30pm
- March 10 Personnel Meeting at 5:00pm
- March 17 **HAPPY St. Patrick's Day** 
- March 18 HPC meeting at 7:30p.m.
- March 19 Newtown Heritage Festival at 7:30p.m.
- March 20 Public Works Meeting at 4:30p.m.  
Water/ Sewer Meeting at 5:00p.m.
- March 25 **Planning Commission at 7:30p.m.**
- March 26 Finance at 5:00p.m.  
**Camp Russell Talk at 7:00p.m.**

## APRIL

- April 1 **Town Council Meeting at 7:30p.m**
- April 3 Dr. Peter B. Stickley Meeting at 7:30p.m.  
**Water/ Sewer Bills Due without penalty**
- April 4 Penalties added to Water/Sewer Bills
- April 6 **OPEN HOUSE** at 5493 Main Street from 2pm-4pm
- April 9 250th Anniversary Meeting at 7:00pm
- April 10 Water/ Sewer Shut off Date
- April 14 Personnel Meeting at 7:30pm
- April 15 HPC meeting at 7:30p.m.
- April 16 Newtown Heritage Festival at 7:30p.m.
- April 17 Public Works Meeting at 4:30p.m.  
Water/ Sewer Meeting at 5:00p.m.
- April 23 Finance at 5:00p.m.
- April 24 Public Safety Meeting at 7:30p.m.
- April 29 **Planning Commission at 7:30p.m.**

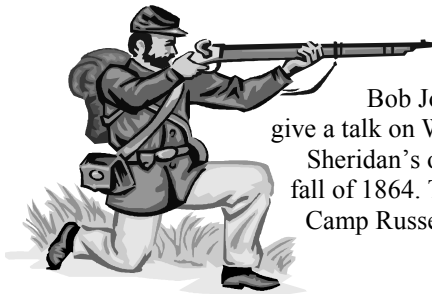
*Remember, April Showers...*



We're on the web!  
[www.stephenscity.vi.virginia.gov](http://www.stephenscity.vi.virginia.gov)

## The 250th Spotlight!

### "CAMP RUSSELL" Talk



Bob Jolly of the Virginia Department of Historic Resources will give a talk on Wednesday, March 26, 2008 at 7:00 p.m. on General Phillip Sheridan's occupation of Stephens City and the 'Opequon Line' in the fall of 1864. This encampment of over 35,000 Union Soldiers was named Camp Russell after General David Russell who had fallen at the Third Battle of Winchester.

Bob been studying the history and remaining locations of the extensive earthworks and camp sites built by Sheridan's camp during that period.

The talk will be held at Stephens City Town Office at 1033 Locust Street.

### OPEN HOUSE

**On Sunday, April 6th an Open House will be held between 2:00p.m. and 4:00p.m. at the old log home on South Main Street at 5493 Main Street. An unveiling of and signing a Special Commemorative Painting by the artist Charlie Pitcock.**

### I-81 Photographs:

The Newtown History Center is looking for photographs of I-81 being constructed in the Stephens City area in the 1960s. If anyone has such photos or any other old photographs of the Town, please contribute them for a book being compiled for the 250th Anniversary.

Please contact Byron Smith at the Newtown History Center at 869-1700 or the Town Office at 869-3087 or check out the website under History at [www.stephenscity.vi.virginia.gov](http://www.stephenscity.vi.virginia.gov).

